

DDA Registry
File *Contracts*

DDA 77-3517

17 JUN 1977

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: John F. Blake
Deputy Director for Administration

SUBJECT: Headquarters Notice and Regulation Concerning
Guidance to Contracting Officers

REFERENCES: A. Note for DDA from DDCI, undated, Subject:
Guidance to Contracting Officers

B. Memorandum for All Logistics Procurement and
Contracting Personnel from Director of Logistics,
dated 16 February 1977, Subject: Employee
Conduct - Gratuities

Hank:

1. Regarding your note to me, "Guidance to Contracting Officers," I have asked Logistics to do that which you ask in your first paragraph, i.e., a Headquarters notice and regulation which will apply Agencywide to include all persons who have any dealings with contractors and are in a position to direct their activities.

2. As for the second paragraph of your note, this matter is currently on the EAG agenda for 30 June (Single Delegation of Contracting Authority).

/s/ Jack Blake
John F. Blake

cc: Comptroller

Distribution:

Orig - DDCI w/refs

1 - ER

1 - Comptroller

1 - D/Logistics w/refs

① - DDA Subject w/refs

1 - DDA Chrono

1 - JFB Chrono

1 - MJM Chrono

ADDA/MJMalanick:lm (16 June 1977)

Background: EDA 77-3441, Note for DDA from DDCI, undated, Subject: Guidance to Contracting Officers & Attachment (Memorandum for All Logistics Procurement and Contracting Personnel from Director of Logistics, dated 16 February 1977, Subject: Employee Conduct - Gratuities.